Fellowes SB-89Ci Paper Shredder

Instruction Manual (Revised)

Provided By

Fellowes

THE WORLD'S TOUGHEST SHREDDERS™

SB-89Ci

Please read these instructions before use.
Do not discard: keep for future reference.

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KEY

A. SafeSense® Technology
B. Paper entry
C. See safety instructions
D. CD/Card flap
E. Pullout bin
F. Casters
G. Disconnect power switch
H. Power controls
I. Overheat (red)
J. Bin open (red)
K. Bin full (red)
L. Remove Paper (red)
M. SafeSense® indicator (yellow)
N. Sheet capacity indicator
O. Auto correcting button (blue)
P. Reverse
Q. On/off (blue)
R. Forward

CAPABILITIES

Will shred: Paper, credit cards, CD/DVD's, staples and small paper clips

Will not shred: Adhesive labels, continous form paper, transparencies, newspaper, cardboard, large paper clips, laminates, file folders, X-rays or plastic other than noted above

Paper shred size:
Cross-Cut.....5/32" x 1-1/2" (3.9 x 38mm)

Maximum:
Sheets per pass 16*
CDs/Cards per pass 1*
Paper entry width.....9"/230mm

*8.5"x11", 20lb., (75g) paper at 120V, 60 Hz, 5Amps; heavier paper, humidity or other than rated voltage may reduce capacity. Recommended daily usage rates: 50–100 shredding passes per day, 50 credit cards; 10 CDs. 16 sheets per pass.

Fellowes SafeSense® shredders are designed to be operated in home and office environments ranging between 50 – 80 degrees Fahrenheit (10 – 26 degrees Celsius) and 40 – 80% relative humidity.

ADVANCED PRODUCT FEATURES

Jam Proof System
Eliminates frustrating jams by preventing overloads and powering through misfed paper.

TECHNICAL EXPLANATION

Sheet capacity indicator tells you when you have too many sheets or too few to maximize productivity

Shredder will not operate when too many sheets are fed into paper entry (red light). Reduce sheet quantity and refeed

If misfed, shredder will automatically adjust to power through or reverse out paper

Patented SafeSense® Technology
Stops shredder immediately when hands are too close to the paper entry.

TECHNICAL EXPLANATION

Shredder will stop automatically and indicator will light up when hands are too close to the paper entry

Shredder will resume normal operation when hands are no longer near the paper entry

Flashing indicator warns when SafeSense® technology has been shut off

SilentShred™ Technology
SilentShred™ noise quality shreds without noisy disruptions.

TECHNICAL EXPLANATION

SilentShred™ motor features whisper-quiet, efficient shredding performance without the noisy disruptions

⚠WARNING: IMPORTANT SAFETY INSTRUCTIONS — Read Before Using!

- Keep away from children and pets. Keep hands away from paper entry. Always set to off or unplug when not in use.
- Keep foreign objects – gloves, jewelry, clothing, hair, etc. – away from shredder openings. If object enters top opening, switch to Reverse (◁◁) to back out object.

- Never use aerosol products, petroleum based lubricants or other flammable products on or near shredder. Do not use canned air on shredder.

- Do not use if damaged or defective. Do not disassemble shredder. Do not place near or over heat source or water.
- This shredder has a Disconnect Power Switch (G) that must be in the ON (I) position to operate shredder. In case of emergency, move switch to OFF (O) position. This action will stop shredder immediately.
- Avoid touching exposed cutting blades under shredder head.
- Rotate CD flap entry for shredding CDs/cards. Keep finger away from CD hole. Jam Proof System is disabled when flap is in CD position.
- Do not put foreign objects in paper entry.
- The grounded socket-outlet shall be installed near the equipment and shall be easily accessible.

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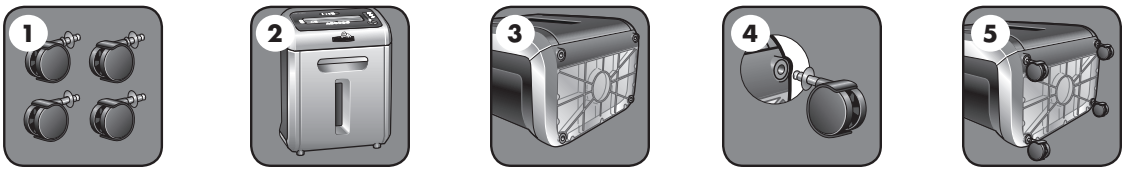
BASIC SET UP AND SHREDDING OPERATION

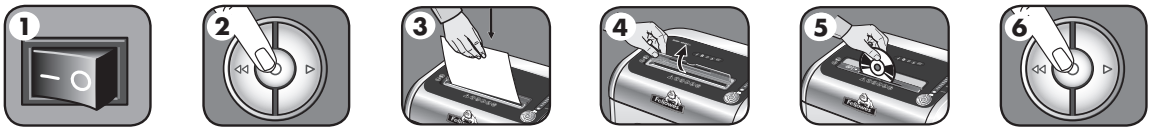
CASTER INSTALLATION



Continuous operation:
20-minute maximum

NOTE: Shredder runs briefly after each pass to clear entry. Continuous operation beyond 20-minutes will trigger 40-minute cool down period.

PAPER OR CD/CARD

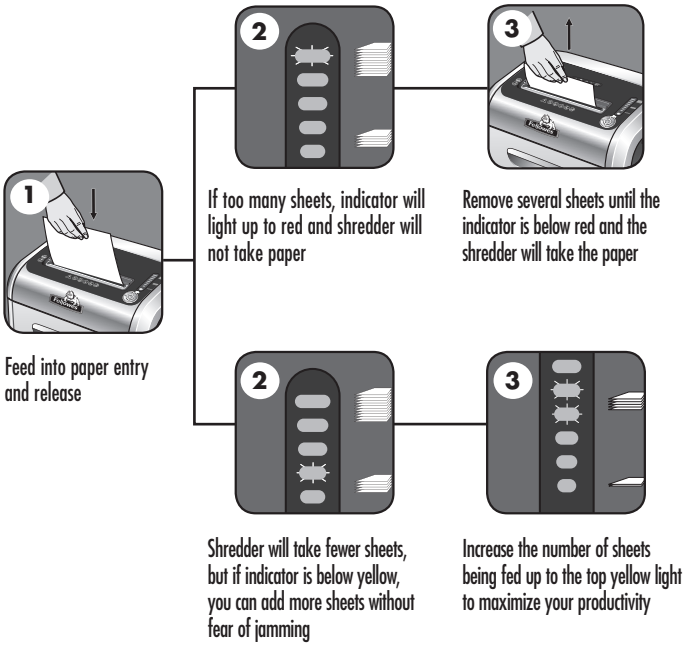


1. Plug in and put disconnect power switch in ON (I) position
2. Press (⏻) ON to activate (blue)
3. Feed paper straight into paper entry and release
4. To shred CDs rotate CD flap into place
5. Hold CD/card at edge, feed into CD/Card flap entry and release
6. When finished shredding set to OFF (⏻)

100% JAM PROOF SYSTEM OPERATION*

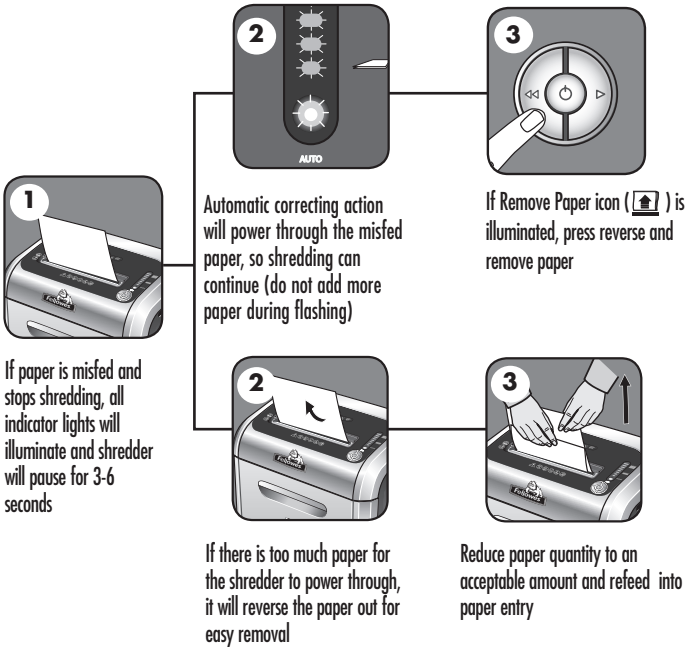
Eliminates frustrating jams by preventing overloads and powering through misfed paper.

SET-UP AND TESTING



1. Feed into paper entry and release
2. If too many sheets, indicator will light up to red and shredder will not take paper
3. Remove several sheets until the indicator is below red and the shredder will take the paper
2. Shredder will take fewer sheets, but if indicator is below yellow, you can add more sheets without fear of jamming
3. Increase the number of sheets being fed up to the top yellow light to maximize your productivity

MISFED PAPER



1. If paper is misfed and stops shredding, all indicator lights will illuminate and shredder will pause for 3-6 seconds
2. Automatic correcting action will power through the misfed paper, so shredding can continue (do not add more paper during flashing)
3. If Remove Paper icon ( ) is illuminated, press reverse and remove paper
2. If there is too much paper for the shredder to power through, it will reverse the paper out for easy removal
3. Reduce paper quantity to an acceptable amount and refeed into paper entry

***100% Jam Proof when used in accordance with user manual**

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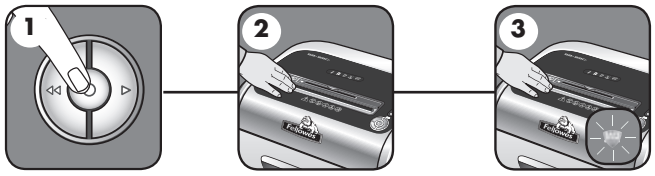
SAFESENSE® TECHNOLOGY OPERATION

Stops shredder immediately when hands are too close to the paper entry.

SET-UP AND TESTING



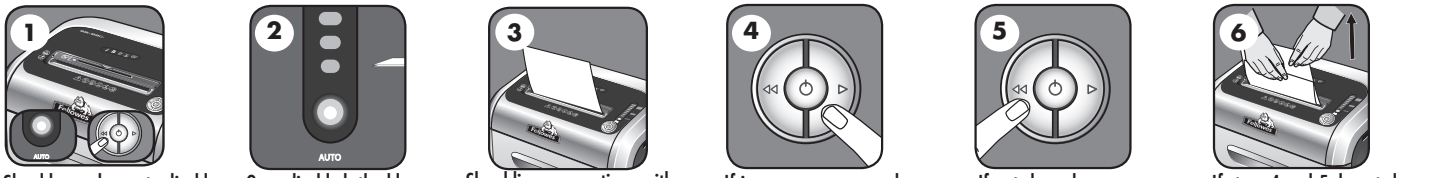
1. Turn the shredder ON (⏻) to activate SafeSense®
2. Touch test area and look for the SafeSense® indicator to illuminate
3. SafeSense® is active and working properly

ADVANCED PRODUCT FEATURE MAINTENANCE AND TROUBLESHOOTING

100% JAM PROOF SYSTEM*

Eliminates frustrating jams by preventing overloads and powering through misfed paper.

DISABLING THE FEATURE



1. Should you choose to disable the system, press and hold the auto button (blue) and reverse (⏪) key at the same time
2. Once disabled, the blue Auto light is no longer illuminated (To re-engage, repeat step 1)
3. Shredding can continue with the system disabled, however a paper jam may occur with too many sheets and remove paper icon ( ) will illuminate
4. If jam occurs, press and hold forward (▷) key until the document is completely through the shredder
5. If not cleared, press reverse (⏪) briefly (repeat steps 4 and 5 until shredded)
6. If steps 4 and 5 do not clear jam, reverse paper all the way out, remove several sheets and refeed

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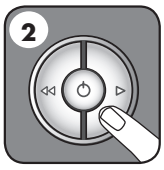
BASIC PRODUCT MAINTENANCE AND TROUBLESHOOTING

OILING SHREDDER

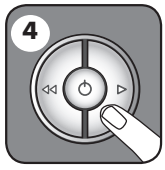
FOLLOW OILING PROCEDURE BELOW AND REPEAT TWICE

*Apply oil across entry



Press forward

Shred one sheet



Press and hold forward (▷)
2-3 seconds

⚠CAUTION ***Only use a non-aerosol vegetable oil in long nozzle container such as Fellowes 35250***

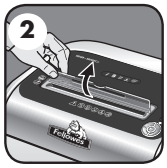
- All cross-cut shredders require oil for peak performance. If not oiled, a machine may experience diminished sheet capacity, intrusive noise when shredding and could ultimately stop running. To avoid these problems, we recommend you oil your shredder each time you empty your waste bin.

CLEANING AUTO-START INFRARED SENSORS

Paper detection sensors are designed for maintenance free operation. However, on rare occasions the sensors may become blocked by paper dust causing the motor to run even if there is no paper present (Note: two paper detection sensors are located in the center of the paper entry).

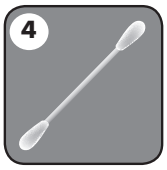
TO CLEAN THE SENSORS

Turn off and unplug shredder



Lift CD flap

Locate Auto-start infared sensor



Dip cotton swab in rubbing alcohol

Using cotton swab, wipe away any contamination from the paper sensors

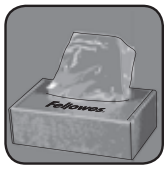
PREVENTIVE MAINTENANCE AND MISCELLANEOUS TROUBLESHOOTING

- Run shredder once a day in reverse for 15 seconds to clear cutters
- Empty wastebasket when bin full indicator light is illuminated using bag # 36052
- Shredder will not function if the pull-out bin is not pushed all the way in, or if bin needs to be emptied.
- When shredding for a prolonged period of time, the motor can become warm and require a cool down period. When this occurs the overheat indicator will alert you to the problem, this model will require 40 minutes to cool down.

ACCESSORIES

Maintenance is an important part of protecting your investment. Don't forget oil and shredder bags.

Shredder oil – #35250


SB-89Ci Shredder plastic bag – #36052

PROBLEM STILL NOT SOLVED?

Fellowes is committed to giving our customers the support and service they deserve. That is why we offer several options for you to find technical information, step-by-step assistance and personal attention.

- **www.fellowes.com** features an extensive on-line support section with a number of self-service options
- Our customer service professionals are dedicated to resolve any of your issues

Go to Support Section at www.fellowes.com or see back page of manual for useful telephone numbers.

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WARRANTY

Our promise to you is quite simple. Fellowes shredders are built stronger, engineered to run longer, resist jams and power through large jobs. The Fellowes worry free warranty described below covers the performance of the product, provides for prompt service and support, plus a lifetime cutter warranty.

Limited Warranty: Fellowes, Inc. ("Fellowes") warrants the parts of the machine to be free of defects in material and workmanship and provides service and support for 2 years from the date of purchase by the original consumer. Fellowes warrants the cutting blades of the machine to be free from defects in material and workmanship for the lifetime of the shredder. If any part is found to be defective during the warranty period, your sole and exclusive remedy will be repair or replacement, at Fellowes' option and expense, of the defective part. This warranty does not apply in cases of abuse, mishandling, or unauthorized repair. ANY IMPLIED WARRANTY, INCLUDING THAT OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS HEREBY LIMITED IN DURATION TO THE APPROPRIATE WARRANTY PERIOD SET FORTH ABOVE. In no event shall Fellowes be liable for any consequential or incidental damages attributable to this product. This warranty gives you specific legal rights. The duration, terms, and conditions of this warranty are valid worldwide, except where different limitations, restrictions, or conditions may be required by local law. For more details or to obtain service under this warranty, please contact us or your dealer.

DATE OF PURCHASE

_____

SERIAL NUMBER

Serial Number is located on inside of cabinet.

_____

Serial Number

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Useful Phone Numbers

Help Line

Australia	+1-800-33-11-77
Canada	+1-800-665-4339
Europe	00-800-1810-1810
Mexico	+1-800-234-1185
United States	+1-800-955-0959

Fellowes

Australia	+61-3-8336-9700
Benelux	+31-(0)-76-523-2090
Canada	+1-905-475-6320
Deutschland	+49-(0)-5131-49770
Espana	+34-91-748-05-01
France	+33-(0)-1-78-64-91-00
Italia	+39-071-730041
Japan	+81-(0)-3-5496-2401
Korea	+82-(0)-2-3462-2844
Malaysia	+60-(0)-35122-1231
Polska	+48-(22)-481-96-12
Singapore	+65-6221-3811
United Kingdom	+44-(0)-1302-836836
United States	+1-630-893-1600

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